

PENDLETON COUNTY DEPARTMENT OF PLANNING AND ZONING

135 Shelby Street, Falmouth, KY 41040
Phone: 859.654.1108 E-Mail: pcpzadmin@fuse.net

The setbacks for all construction in a Rural Zone (R) are as follows:

- Fifty (50) feet from the center of the road
- Five (5) feet from the side property line
- Five (5) feet from the rear property line.

Please Note: On HWY 27, the setback is 125 feet from any part of the proposed improvement(s).

Additional Application Requirements: All Zoning Permit Applications must be accompanied by a Site Plan. A Site Plan is an overhead drawing, which can be done by hand, of the parcel(s) on which the proposed structure(s) are being built upon. The drawing must include the following information: (1) The location of all existing and proposed structures (2) Setback distances of all proposed structures (3) Location of any and all easements, where applicable.

1. Address of proposed activity: _____

2. Property Identification Number (PIDN): _____

(Provided by the Property Valuation Administrator or Department of Planning & Zoning)

Property Owner Contact Information

Contact	
Company	
Address	
City	
State	
ZIP Code	
Phone #	
Fax #	
Cel #	
Email	

3. Utility company (Required to be completed): Name _____

Is a construction temporary service pole required? ☐ No ☐ Yes
Will electrical service be installed: ☐ overhead or ☐ underground

4. Proposed building activity / activities (Required to be completed):

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> New building | <input type="checkbox"/> Repair / Replacement | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Addition to building | <input type="checkbox"/> Off-street parking / Unloading facility | Type: |
| <input type="checkbox"/> Alteration to building | <input type="checkbox"/> Change of use or occupancy | Height: |
| <input type="checkbox"/> Demolition of building | <input type="checkbox"/> Driveway / Access point | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Accessory structure | | <input type="checkbox"/> New |
| <input type="checkbox"/> Other: _____ | | <input type="checkbox"/> Face Change |

5. Description of construction activity to be performed: _____

6. Overall estimated cost of project: \$ _____

7. Type of sewage disposal: ☐ Public / Package Treatment Plant ☐ Septic ☐ Lagoon

Read & Initial: Section 6.10 of the Pendleton County Zoning Ordinance states that "No building which has access to public sewer may be constructed in any zone unless such building is connected to a public sewer system." Initialing and dating the following indicates that you, the applicant, have read, understand, and will comply with Section 6.10 of the Zoning Ordinance. Initials: _____ Date: _____

8. Type of water supply: ☐ Public - Name of Provider: _____ ☐ Private (well, cistern)

Read & Initial: Section 6.10 of the Pendleton County Zoning Ordinance states that "No building which has access to public water may be constructed in any zone unless such building is connected to a public water system." Initialing and dating the following indicates that you, the applicant, have read, understand, and will comply with Section 6.10 of the Zoning Ordinance. Initials: _____ Date: _____

9. Is the project located within the floodplain? ☐ No ☐ Yes
10. Is the project located on an original hillside slope of twenty (20) percent or greater? ☐ No ☐ Yes
11. How much land area is being disturbed for the proposed project? _____ acres

----- For a residential project, please complete the following: -----

12. Subdivision name: _____
13. Lot number: _____
14. Manufactured home manufacturer: _____
15. Modular home- Model number: _____
16. Encroachment permit required by: ☐ County ☐ State

No work shall be started until proper permits have been issued. Fees are non-refundable. All actions taken in connection with this application are based on the representations by the applicant that the submitted information and attachments are correct and accurate and the burden of proof of its correctness and accuracy is the responsibility of the applicant. The applicant is responsible for meeting all requirements of the National Electric Code and the Kentucky State Plumbing Code. The applicant is also responsible for meeting the requirements of Section 6.10 of the Pendleton County Zoning Ordinance, which states, "No building which has access to public water and/or centralized sanitary sewer system may be constructed in any zone unless such building is connected to a public water and central sanitary sewer system of adequate capacity and design, and approved by proper authorities."

18. Owner or Authorized Agent (Signature): _____ Date: _____
19. Owner or Authorized Agent (Please print): _____ Date: _____

----- To be completed by Administrative Official -----

Application #: _____		Date Received: _____		
		App.	App. With Conditions	Disapp.
SIC Code: _____	Zoning fee: _____	Zoning	_____	_____
Zone: _____	Building fee: _____	Building	_____	_____
Cash paid: _____	Electric fee: _____	Electric	_____	_____
Check #: _____	Total: _____	Permit issued:	_____	
Date: _____	Certificate of Occupancy issued: _____			

- | | | |
|---|---|--|
| <input type="checkbox"/> Received copy of occupational license? | <input type="checkbox"/> Site plan submitted | Number of plans submitted:
<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 or more |
| <input type="checkbox"/> Submitted KY workers comp info? | <input type="checkbox"/> Encroachment permit | |
| <input type="checkbox"/> HVAC workers comp info? | <input type="checkbox"/> Electrical Contractor workers comp info? | |
| <input type="checkbox"/> Federal tax ID? | <input type="checkbox"/> Electrical permit authorization? | |

Signature of Administrative Official: _____